

# Postal policies for curbside mailboxes

Installation of curbside mailboxes must meet specific construction standards, which can be obtained from the local Post Office facility. For United States Postal Service STD-7, Mailboxes, City and Rural Curbside you may write to:

Delivery & Customer SVCS Equipment, Engineering, US Postal Service  
8403 Lee HWY  
Merrifield VA 22082-8101

The following are a few of the regulations that apply when installing a curbside **mailbox**:

- **Important:** Before installing, moving or replacing your **mailbox** or **mailbox** support, you will need to contact your local Post Office.
- All mailboxes must be approved by the Postal Service.
- Custom made mailboxes will be approved by the Postmaster if they meet established standards.
- Name put on box should be at least one inch high.
- **Generally, the boxes should be installed with the bottom of the box at a vertical height of between 41-45 inches from the road surface.**
  - *Because of varying road and curb conditions and other factors, you should contact the postmaster or mailperson before setting up or replacing your mailboxes and supports*
- A **mailbox** with a lock must have a slot large enough to accommodate customer's daily mail volume.
- Advertising on a **mailbox** or the supporting post of the **mailbox** is prohibited.
- If you have a curbside **mailbox**, or a **mailbox** on the outside of your house, USPS regulations govern what can and can't be placed in them. Generally speaking, only mail that has been sent through the USPS may be placed in these types of receptacles. Conversely, USPS regulations do not govern what can be placed in a mail slot on your door. This means that if a local business wants to put a flyer in the mail slot, they can do so.

Note: A receptacle for **newspaper** delivery by private companies may be attached to the **post** of a curbside **mailbox** used by the Postal Service if the receptacle:

1. Does not touch the **mailbox** or use any part of the **mailbox** for support.
2. Does not interfere with the delivery of mail, obstruct the view of the **mailbox** flag, or present a hazard to mailperson or vehicle.
3. Does not extend beyond the front of the **mailbox** when the box door is closed.
4. Does not display advertising, except the publication title.